

BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

May 22, 2023

In addition to these typed minutes, video recording of all Selectmen's meetings are available to be viewed at BRCTV and audio recordings are available at the Boothbay Harbor Town Office.

ATTENDING: Michael Tomko - Chair
Kenneth Rayle – Vice Chair
Alyssa Allen
Mark Gimbel
Mark Osborn

Julia Latter, Town Manager

Chairman Tomko called the Board of Selectmen's Meeting to order at 7:01 p.m.

Pledge of Allegiance: The Board of Selectmen and members of the audience.

Introductions of the Board of Selectmen.

TOWN MANAGER'S ANNOUNCEMENTS:

1. The paving on Park Street that began last fall had its final layer of pavement. Public Works will be adjusting the shoulder height to the pavement this coming week.
2. Public Works has begun painting parking stalls and crosswalks and due to the traffic in town, they will be doing night painting starting tomorrow night.
3. The installation of the pavers on the new sidewalk has begun and Latter and the board are happy with the way it is looking.
4. The town office will be closed on Monday, May 29th for Memorial Day.
5. At the June 12th meeting the board will be voting on the board and committee vacancies as well as the new fee schedule that will be in effect from July 1, 2023, to June 30, 2024.
6. Board and committee vacancies will be advertised for the next couple of weeks, positions available are:
 - The Board of Appeals has one alternate member position available. The Board hears administrative appeals of Code Enforcement Officer decisions, hears variance requests from dimensional standards, and provides interpretive guidance for applicants, the Code Office, or the Planning Board. The Board consists of five regular members and two alternate members and meets on an as-needed basis.
 - The Budget Committee has three positions available and meets between December and March, in preparation for the annual budget to be presented at the annual town meeting. There are five members on this committee.
 - The Planning Board has one alternate member position available and meets monthly on the 2nd Wednesday of each month. This board consists of five regular members and two alternates.
 - The Port Committee has two alternate positions available. The committee meets on the 1st Tuesday of each month at 7:00 p.m. This committee advises on the management of our harbor activities.
 - The Refuse District has one position available. The district meets once a month.

Applications for appointment are available at the Boothbay Harbor Town Office and on the town website at www.boothbayharbor.org. Additional information is available by calling the town office at 633-3671.

7. The pump-out boat operator position has been offered to Jason Maddocks and he has accepted pending pre-employment testing. Employment clearance for the deputy harbor master position has been received for Kevin Voigt and he will begin next week.
8. The Maddocks Restroom and Barrett's Park Restroom were opened today and the Commercial Street Restroom has been open for a few weeks. Restroom hours are daily from 8:00 a.m. to 8:00 p.m. The town has hired a new contracted cleaner to maintain the restrooms and Clyde Burnham will continue to take care of the cleaning of the municipal building.
9. There is an ad posted for a newly created position for an Administrative Assistant. The ad can be found on our website and our Facebook page. Applications will be held until we find a successful candidate. This position is a full-time year-round position with benefits.
10. We re-advertised the 2005 International with a \$15,000 minimum bid as we did not receive any bids for the \$25,000 minimum. The ad will run until May 26th.
11. Michelle Farnham has submitted her resignation as the secretary to the board of selectmen. Emma Holmes will be taking over the position.
12. The School Budget meeting will be held on May 25th at 6:00 p.m. All are encouraged to attend.
13. On May 25th at 4:30 p.m. the board is invited to the unveiling of the new housing study by the Lincoln County Regional Planning Commission. Mary Ellen Barnes is asking for an RSVP. Latter asked the board to contact her and she will let her know.
14. Three vendors have been doing electrical work in the footbridge parking lot. Consolidated Communications will need to have the middle spaces of the lot closed tomorrow morning from 5:00 a.m. to 10:00 a.m. Public Works and the Police Department will be controlling that. The first three spots will be closed until 5:00 p.m. tomorrow. This shall conclude the electrical work.

TOWN DEPARTMENT REPORTS: Chief Snyder gave a summary including parking enforcement will begin June 1st, the officers have new body cameras, and the new cruiser bought previously is being outfitted and should be completed next week. A new sergeant has been hired, Jacob Powers, who has been working as a reserve for us and has 6 years of experience. Snyder mentioned that he is looking forward to working with him.

SELECTMEN REPORTS: Chairman Tomko updated the board on the status of the school charter re-write. Former selectperson Denise Griffin, Boothbay Town Manager Dan Bryer, Holly Stover, himself, and school committee members gave testimony as to why they believed the document should be rewritten. It is now on its way to its final approval.

FINANCIALS: Overview of financials given by Manager, Julia Latter for Finance Officer, Kathleen Pearce.

MINUTES: Approval of May 8, 2023, minutes, Approved 5-0.

LICENSES:

1. A motion was made to approve Victualer's License – A new license for Footbridge Brewery LLC, (Bridgehouse BBQ), 25 Granary Way (Class H). Approved 5-0.
2. A motion was made to approve Victualer's License – A new license for Bakery, 89 Townsend (Class G). Approved 5-0.
3. A motion was made to approve the Liquor License – Renewal license for Mine Oyster, Inc., 16 Wharf Street (Malt, Wine & Spirits). Approved 5-0.
4. A motion was made to approve the Liquor License – Renewal license for Balmy Days Cruises, Pier 8, 42 Commercial Street (Malt, Wine & Spirits). Approved 5-0.

5. A motion was made to approve Special Amusement License – Renewal license for Mine Oyster Inc., 16 Wharf Street. Approved 5-0.
6. A motion was made to approve Special Amusement License, Extension of Premises – New license for Footbridge Brewery, 25 Granary Way. Approved 5-0.

NEW BUSINESS:

1. A Wharves and Weirs hearing for Lafayette Boothbay Harbor LLC, 31 Atlantic Avenue, Boothbay Harbor, was held earlier. The applicant proposed replacing the existing 36' x 8' floats at the north and south side of the main 40' X 16' float with 4 floats, each 35' x 6', two on each side. The next floats will be outside the main float to increase the width of the float face; and they will extend further east, closer to shore, and not out further into the harbor. New drift pilings and (3) 12' x 30' floats will be installed to hold the new floats. A motion was made to approve the application as submitted. The motion was seconded and unanimously approved. Approved 5-0.
2. Boothbay Region High School Senior, Grace Campbell presented a project to the board that she had completed regarding researching the history of the Boston Post Cane. Campbell gave the board a plaque she had engraved with each past recipient's name. She also created a website (link can be found on the town's website at www.boothbayharbor.org) which illustrates the history of the cane along with information about the recipients. The board presented Campbell with a replica of the cane to thank her for her time and work on the project.
3. Climate Action Committee members, Lenore Imhof, and Thomas Nadeau gave a brief update on what the committee hopes to accomplish and the legislation called Maine Won't Wait regarding climate control. There are additional funds available to the communities and the goal is to come up with these additional funding resources to help in the process. They presented the board with a series of questions regarding where are we now that the board agreed to look over and discuss at an upcoming meeting.

OLD BUSINESS:

1. Footbridge Renovation Project Update – Through a series of utility issues the completion date has been extended a couple of weeks. There has been a lot of work completed off-site and ready for assembly. The benches are on backorder, the stanchions are nearly completed, and the bridge house electrical work is complete. After tomorrow morning's on-site meeting, there should be a better idea of the actual date. They are looking at June 16th and this will be before Windjammer Days. The announcement regarding parking enforcement beginning on June 1st will not include the footbridge lot. That will remain no fee until the footbridge is complete.
2. Public Health and Safety – None

PUBLIC FORUM: Boothbay Region EMS Chief, Dan Gardner presented the board with the newly designed EMS patch and wanted to recognize the gratitude and support of the board by presenting one to each board member.

WARRANTS: A motion was made to approve the warrants upon review. The motion was seconded and unanimously approved. Approved 5-0.

EXECUTIVE SESSION: An executive session was held under MRSA Title 1, Chapter 13, §405 6 (A), Personnel. The board came out of the executive session at 9:30 p.m. under MRSA Title 1, Chapter 13, §405 6 (A), no decisions were made, and no votes were taken.

MOVE TO ADJOURN: The meeting was adjourned at 9:31 p.m. after unanimous approval. Approved 5-0.